

REPORT

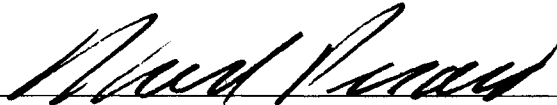
TO: Administration Committee
Regional Council

FROM: Heather Copp, CFO (213) 236-1804
Email: copp@scag.ca.gov

SUBJECT: Approval of Contracts Over \$25,000

DATE: October 11, 2004

EXECUTIVE DIRECTOR'S APPROVAL



RECOMMENDED ACTION: Approve Contracts

SUMMARY:

- The following consultant contract is recommended for approval:

IBI Group	NTE \$27,438.13
Solimar Research Group	NTE \$106,507.00

FISCAL IMPACT:

The Work Element is listed on the detail page for each contract. Included is the Work Element and category of funding, for example FHWA, FTA, indirect.

- * If a member believes or has a reason to believe that he or she has a financial interest in any of the firms listed on this Report, the member should consult with SCAG legal counsel.

RC/ADMIN Agenda 11/4/2004
PC DOC#104219

CONSULTANT CONTRACT

Consultant: IBI Group

Scope: The Consultant will develop a Growth Visioning implementation program and multi-jurisdictional communication effort for the Arroyo Verdugo COG and coordinate this initiative with SCAG's regional Compass Growth Visioning effort. A Growth Visioning Implementation and Monitoring report, with short and long-term strategies, and benchmark measures for tracking progress will be produced. This report will be utilized by SCAG in developing a regional growth vision for Southern California.

Contract Amount: **Total not to exceed** **\$27,438.13**
IBI Group \$27,438.13

Contract Period: December 1, 2004 through June 30, 2005

Work Element: 05-010.AVGC2 \$27,438.13 Funding Sources: Consolidated Planning Grant – FTA

Request for Proposal: SCAG staff mailed postcards to 120 pre-qualified firms on SCAG's bidders list to notify them of the release of RFP No. 05-035. The RFP was also posted on SCAG's website. The following four proposals were received in response to the solicitation:

Cyn R. Watson and Affiliates (1 subconsultant)	\$27,420.00
DB Consulting (no subconsultants)	\$27,370.00
IBI Group (no subconsultants)	\$27,438.13
Pacific Municipal Consultants (no subconsultants)	\$27,500.00

Selection Process: The Proposal Review Committee (PRC) evaluated all four proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with all four offerors.

The PRC was comprised of the following individuals:

Jacob Lieb, Lead Regional Planner, SCAG
Jeff Hamilton, City Planner, City of Glendale
David Sosa, Chief, Regional Planning Branch, Caltrans
Fred Buss, City Planner, LaCanada Flintridge
Elaine Aguilar, Subregional Coordinator, Arroyo Verdugo COG

Basis for Selection:

IBI Group was selected based on their expertise and skills in creating implementation programs for long range, comprehensive-planning projects. IBI Group offered the most thorough and well thought-out description of the intended work program and offered innovative approaches to vision implementation in their proposal. For example, the proposal included the development of complex decision matrixes for consideration in the implementation process. IBI Group provides greater institutional resources and support to this scope. The firm has had success in working with various SCAG sub-regions on related issues.

CONSULTANT CONTRACT

Consultant: Solimar Research Group

Scope: The primary goal of this project is to develop strategies for promoting housing construction in South Bay Cities, particularly in compact, mixed-use, and transit and pedestrian oriented developments. This study will focus on the South Bay's urban form and examine how existing centers and corridors can absorb more housing in the form of mixed-use development projects. The findings will be used by SCAG in developing a Compass growth visioning implementation plan for Southern California.

Contract Amount:	Total not to exceed	\$106,507
	Solimar Research Group	\$ 76,207
	Civic Technologies (subcontractor)	\$ 30,300

Contract Period: December 1, 2004 through June 30, 2005

Work Element:	05-050.SBCC1	\$85,447	Funding Sources: Consolidated Planning Grant – FTA
	05-XXX	\$21,060	Funding Source: Consolidated Planning Grant – subject to approval of SCAG's FY 04-05 budget amendment

Request for Proposal: SCAG staff mailed postcards to 42 pre-qualified firms on SCAG's bidders list to notify them of the release of RFP 05-040. The RFP was also posted on SCAG's web site. The following seven proposals were received in response to the solicitation:

	Basic Tasks	Optional Task	Total
IBI Group (1 subcontractor)	\$106,683	Included	\$106,683
ICF Consulting (2 subcontractors)	\$ 88,557	\$22,054	\$110,611
Marylander Marketing Research, Inc. (1 subcontractor)	\$ 86,074	No Bid	\$ 86,074
Nelson Nygaard Consulting Associates (2 subcontractors)	\$ 75,483	\$18,916	\$ 94,399
RBF Consulting's Urban Design Studio (no subcontractors)	\$ 87,805	No Bid	\$ 87,805
Solimar Research Group (6 subcontractors)	\$ 85,447	\$21,060	\$106,507
USC Center for Economic Development (1 subcontractor)	\$ 88,526	\$22,132	\$110,658

Selection Process: The Proposal Review Committee (PRC) evaluated all seven proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations.

Interviews were held with the four highest-ranking offerors: ICF Consulting, Marylander Marketing Research, Nelson Nygaard and Solimar Research Group. Three following respondents were not interviewed: IBI Group, RBF Consulting and USC Center for Economic Development.

The PRC was comprised of the following individuals:

Jacki Bacharach, Executive Director, SBCCOG
Kim Fuentes, Deputy Director, SBCCOG
Walter Siembab, Consultant, SBCCOG
Kathleen McCune, Transportation Planning Manager, MTA
Niki Cutler, Senior Planner, City of Rolling Hills Estates
Joseph Carreras, Lead Planner, SCAG

A Caltrans representative was invited to participate in the proposal evaluation process, but declined.

Basis for Selection:

The PRC recommends Solimar Research Group for the contract award because of the firm's innovative approach to database development, GIS application skills, expertise in survey development, impressive responses to the questions posed during the interview, and excellent past performance record. In addition, the PRC was very pleased with Solimar's reputation for completing its projects on time. Solimar received the highest interview and proposal evaluation score of all the firms. Although Solimar Research Group did not have the least expensive proposal, the PRC felt that the superior quality of the proposal and exceptionally qualified team well outweighed the slight cost differential between its proposal and competing submissions. Solimar Research Group's proposal offered the most thorough and well thought-out description of the intended work program and offered innovative and transferable approaches to growth vision implementation and mixed-use center evaluation that will benefit the various Subregions.